



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON CAMP PARKS
BUILDING 790, 5TH STREET
CAMP PARKS, CA 94568-5201

IMWE-CST-PSO

22 March 2010

MEMORANDUM FOR All USAG Camp Parks Personnel, Tenant Organizations and Training Units

SUBJECT: Camp Parks Policy Letter #34, Risk Assessment and Risk Decision Authority

1. REFERENCES:

- a. Army Regulation 385-10, The Army Safety Program, 27 August 2007/RAR 3 September 2009.
- b. USAR Regulation 385-2, U.S. Army Reserve Safety Program, dated 1 December 2005.
- c. DA Pam 385-30, Mishap Risk Management, dated 10 October 2007/RAR 1 February 2010.
- d. FM 5-19, Composite Risk Management, 21 August 2006.

2. PURPOSE. To establish the Risk Assessment requirements and Risk Decision Authority levels for all activities involving USAG Camp Parks personnel, equipment, facilities and space, property or land.

3. APPLICABILITY. This policy applies to all civilians and military personnel (including tenants and contractors) conducting any operation or activity within USAG Camp Parks that poses a risk to any Camp Parks personnel, equipment, facilities, space, property or land.

4. POLICY. As a Soldier, Civilian employee or other member of the Camp Parks Community we each have a moral and legal responsibility to protect all personnel and government assets from accidental injury, damage or loss. To successfully accomplish this, hazards must be identified for each operation/activity and the written risk assessment completed, reviewed and approved at the appropriate Risk Decision Authority level.

5. The Army provides us with Composite Risk Management (CRM) tools to assist in best accomplishing this task. One tool under CRM is Mishap Risk Management. Mishap Risk Management enables leaders to identify, evaluate, and manage risks to missions, personnel, and equipment. The Mishap Risk Management process will assist in identifying and assessing hazards; determining their risk; developing, evaluating and selecting controls; making risk decisions; and implementing and managing those decisions to improve operational effectiveness and conserve Army resources. To properly implement Mishap Risk Management the following five steps below must be followed:

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- (1) Identify hazards.
- (2) Assess hazards to determine risk.
- (3) Develop possible countermeasures and make risk decisions.
- (4) Implement controls.
- (5) Supervise and evaluate.

6. Leaders of operations or events will complete a written risk assessment IAW FM 5-19, DA Pam 385-30 and AR 385-10, utilizing the above five steps prior to every operation that poses risk to USAG Camp Parks personnel, equipment, facilities, space, property or land whether on or off the garrison. A copy of the written risk assessment will be provided to the USAG Camp Parks Safety Office for review prior to conducting the event or operation.

7. To ensure that risk-based decisions are made at the proper levels and IAW Department of the Army guidance, the following Risk Decision Authority levels are published below and effective immediately.


a. **EXTREMELY HIGH RISK.** Operations/activities determined to be **EXTREMELY HIGH RISK** on Camp Parks Garrison will not be conducted without a written approval from the first commanding general in both the mission organization's and the installation's chains of command. All requests will be routed through the Garrison Commander for a recommendation to the Commanding General for approval or disapproval.

b. **HIGH RISK.** Operations/activities determined to be **HIGH RISK** will be approved by both the Garrison Commander and the first O-6 in the mission unit's chain of command or civilian equivalent.

c. **MODERATE RISK.** Operations/activities determined to be **MODERATE RISK** will be approved by the first O-5 in the mission unit's chain of command or civilian equivalent and a copy provided to the Garrison Commander, attention USAG Camp Parks Safety Office.

d. **LOW RISK.** Operations/activities determined to be **LOW RISK** will be approved by the organization conducting or having control over the operation. **LOW RISK** decision authority is limited to Company Commander (O-3) level or civilian equivalent.

8. **PROPONENT.** The proponent for this policy is the Camp Parks Garrison Safety & Occupational Health Office at (925) 875-4674/4681.


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LTC, AG
Commanding